



Departmental Quarterly Performance Report

Miami Dade County Homeless Trust

**Reporting Period:
FY 2004 - 2005
Third Quarter**

I. Performance Initiatives	Page 2
II. Personnel Status	Page 6
III. Financial Performance	Page 7
IV. Department Director Review	Page 8

MAJOR PERFORMANCE INITIATIVES

Implement various system wide initiatives in order to allow more effective use of existing resources within the Homeless Trust Continuum of Care to include Emergency, Transitional and Permanent Housing. These initiatives as detailed in the Trust's adopted Business Plan include implementing a Case Review Committee (CRC) in order to review and make determinations on specific cases regarding homeless individuals. To implement the Homeless Management Information System (HMIS) allowing for more effective use of resources and better client tracking through out the continuum. To develop a 10 Year Plan To End Homelessness effectively creating a road map for the department to follow with specific goals laid out in order to reach the objective of ending homelessness within 10 years.

Performance Indicators: (HH5-1)

- Through the Third Quarter of Fiscal year 2004-2005 200 units of permanent supportive housing that were previously pipeline projects were completed and brought into the continuum of care.
- The 10 year plan to end homelessness activities have been conducted as per the approved timeline:

As Highlights:

In April, 2005, the Housing First initiative began targeting permanent housing placement for non-disabled homeless families and individuals. During the reporting period, this program has exceeded it's goals and shows great potential for replication for other populations (e.g. youth exiting foster care).

In April, 2005 specialized Outreach services for chronically homeless individuals with mental health and substance abuse issues began County-Wide. The program is tasked with establishing a baseline (by name) and targeting services to this population.

___ Strategic Plan
X Business Plan
___ Budgeted Priorities
___ Customer Service
___ ECC Project
___ Workforce Dev.
___ Audit Response
___ Other _____ (Describe)

Departmental Quarterly Performance Report
Department Name: Miami Dade County Homeless Trust
Reporting Period: Third Quarter

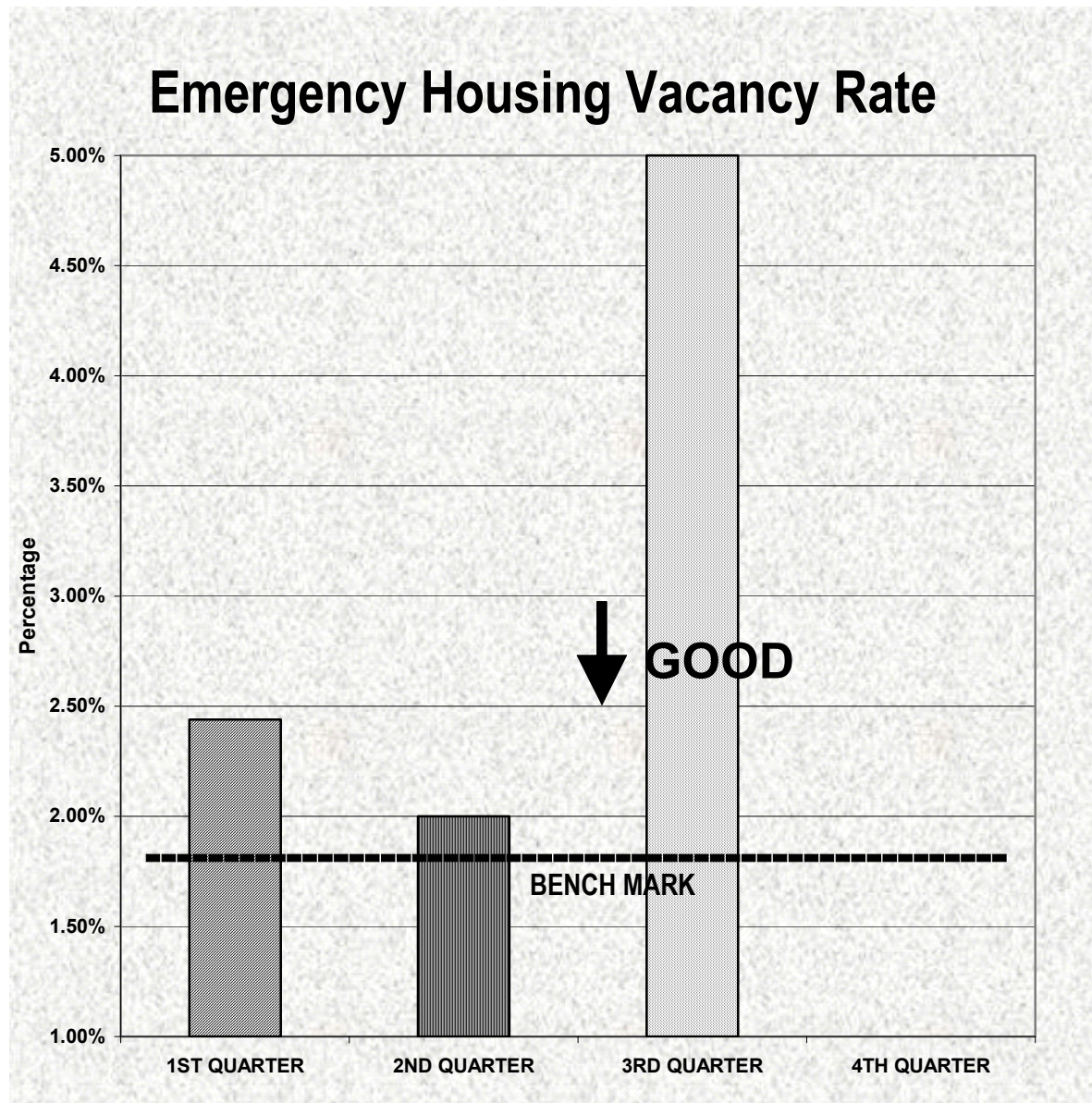
Increase access to and utilization of emergency housing beds within the Homeless Continuum of Care. It is our goal to reduce the vacancy rate of Trust-contracted emergency housing providers by the end of the fiscal year to a level less than 1.75%. In addition, a goal of placing 1,525 homeless individuals per quarter has also been established as well as to maintain at least 6,600 contacts per quarter by Homeless Trust fund Outreach teams with homeless individuals.

Performance Indicators: (HH5-1)

- Emergency shelter placements totaled 1,842 of homeless individuals for this quarter.
- Homeless Trust contracted outreach teams had 13,418 contacts with homeless individuals for this quarter exceeding the established goal of 6,600 contacts per quarter.

The vacancy rate for this quarter came in at 5%, which is higher than the established goal for this quarter. Due to an increase in the number of families receiving the earned income tax credit, there were a higher number of empty beds at the emergency shelter than normal.

___ Strategic Plan
X Business Plan
 ___ Budgeted Priorities
 ___ Customer Service
 ___ ECC Project
 ___ Workforce Dev.
 ___ Audit Response
 ___ Other _____ (Describe)



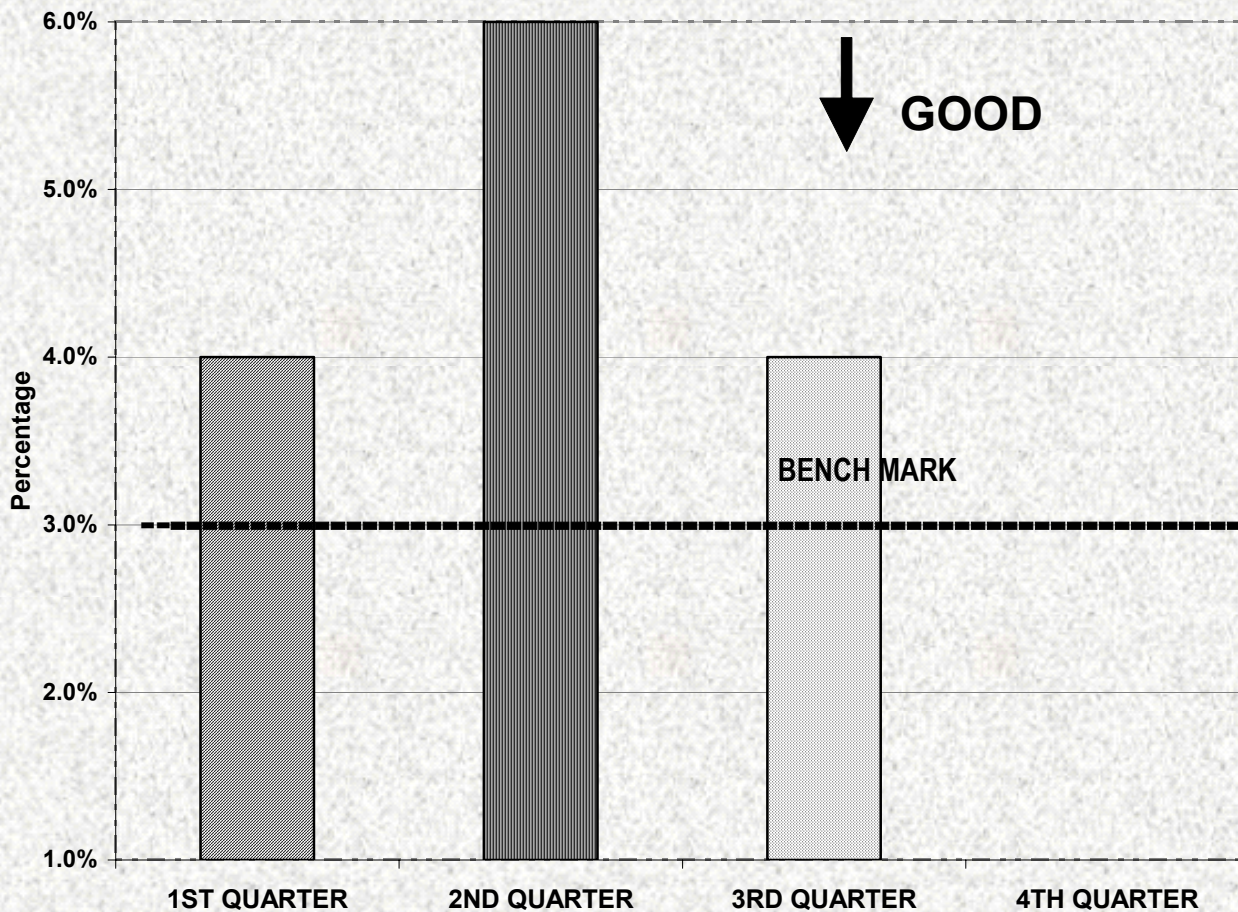
Departmental Quarterly Performance Report
Department Name: Miami Dade County Homeless Trust
Reporting Period: Third Quarter

Increase access to and utilization of transitional housing beds within the Homeless Continuum of Care. It is our goal to reduce the vacancy rate of Trust-contracted transitional housing providers by the end of the fiscal year to a level less than 3.00%. In addition, a goal was also established to place a minimum of 410 homeless individuals into Transitional Housing each quarter.

Performance Indicators: (HH5-1)

- A total of 511 homeless individuals were placed into transitional housing during the Third Quarter, thus surpassing our established goal of 410 individuals.
- The Transitional Housing Vacancy rate for the Third Quarter was 4%, or 1% higher than the established goal. A significant contributing factor for this increase was the bed cost shifting to permanent housing which forced transitional housing units to be un-occupied.

Transitional Housing Vacancy Rate



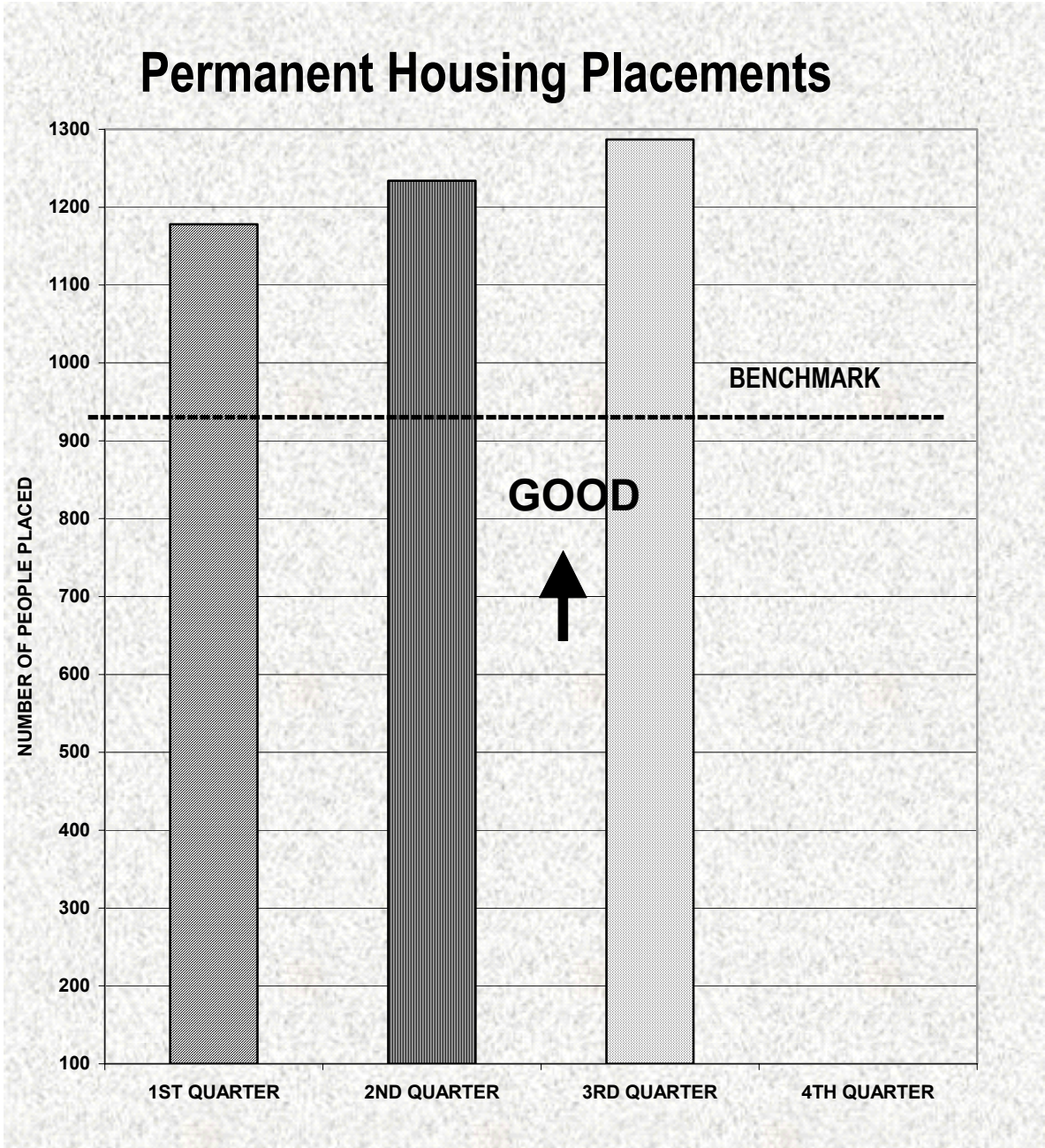
☐ Strategic Plan
☒ Business Plan
☐ Budgeted
☐ Priorities
☐ Customer Service
☐ ECC Project
☐ Workforce Dev.
☐ Audit Response
☐ Other _____ (Describe)

Departmental Quarterly Performance Report
Department Name: Miami Dade County Homeless Trust
Reporting Period: Third Quarter

Increase access to and utilization of permanent housing units within the Homeless Continuum of Care. It is our goal to place a minimum of 910 formerly homeless individuals into permanent housing per quarter.

Performance Indicators: (HH5-1)

Performance for this quarter exceeded the established goal as 1,287 individuals were placed into permanent



housing.

___ Strategic Pla
X Business
Plan
___ Budgeted
Priorities
___ Customer
Service
___ ECC Project
___ Workforce
Dev.
___ Audit
Response
___ Other _____
(Describe

PERSONNEL SUMMARY

Departmental Quarterly Performance Report
Department Name: Miami Dade County Homeless Trust
Reporting Period: Third Quarter

A. Filled/Vacancy Report

NUMBER OF FULL-TIME POSITIONS*	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
	10	13	11	2	12	1	12	1		

* Public Safety Departments should report the sworn versus non-sworn personnel separately and Departments with significant part-time, temporary or seasonal help should report these separately.

Notes:

B. Key Vacancies – There was one (1) vacant position during the reporting period. The vacant Contracts Monitor position has been formally offered to an applicant and is expected to be filled during the first part of the Fourth Quarter reporting period.

C. Turnover Issues – No turnover issues to report at this time.

D. Skill/Hiring Issues – No issues to report in this area.

*E. Part-time, Temporary and Seasonal Personnel
(Including the number of temporaries long-term with the Department)*

F. Other Issues

Departmental Quarterly Performance Report

Department Name: Miami Dade County Homeless Trust

Reporting Period: Third Quarter

FINANCIAL SUMMARY

	FY 2003-2004 Actual	FY 2004-2005							
		Total Annual Budget	Quarter 3		Year-To-Date			% of Annual Budget	
			Budget	Actual	Budget	Actual	Variance		
Revenues									
Food and Beverage	\$9,351,874	\$8,600,000	\$2,150,000	\$2,836,715	\$6,450,000	\$6,803,690	\$353,690	79%	1
US HUD Grants	\$14,742,551	\$16,987,300	\$4,246,825	\$3,801,917	\$12,740,475	\$9,440,415	(\$3,300,060)	56%	2
State of Florida Grants	\$864,915	\$520,000	\$130,000	(\$389,889)	\$390,000	(\$92,396)	(\$482,396)	-18%	3
Donations	\$205,000	\$200,000	\$0	\$0	\$200,000	200,000	\$0	100%	4
FRC Repayment Revenue	\$24,445	\$37,000	\$9,250	\$6,111	\$27,750	18,334	(\$9,416)	50%	5
Capital Reserve	\$275,757	\$275,800	\$0	\$0	\$275,800	276,740	\$940	100%	6
Capital Reserve Interest Earnings	\$984	\$4,000	\$1,000	\$1,161	\$3,000	2,728	(\$272)	68%	7
Interest Earnings	\$27,563	\$45,000	\$11,250	\$11,743	\$33,750	28,594	(\$5,156)	64%	7
Carryover	\$2,504,557	\$1,947,900	\$0	-	\$1,947,900	2,845,468	\$897,568	146%	8
Total Revenues	\$27,997,646	\$28,617,000	\$6,548,325	\$6,267,758	\$22,068,675	\$19,523,573	(\$2,545,102)	68%	
Expenditures									
Salaries & Fringes	\$836,972	\$976,400	\$244,100	\$216,397	\$732,300	\$658,920	(\$73,380)	67%	9
Other Operating Expenses	\$23,721,212	\$26,451,800	\$6,612,950	\$5,366,000	\$19,838,850	\$17,267,919	(\$2,570,931)	65%	10
Capital	\$41,498	\$20,000	\$5,000	-	\$15,000	4,186	(\$10,814)	21%	
Capital Reserve		\$279,800	\$279,800	\$0	\$279,800	\$0	(\$279,800)	0%	
Operating Reserve		\$839,000	\$209,750	\$0	\$629,250	\$0	(\$629,250)	0%	
Intra-Fund Transfer	\$275,757	\$50,000	\$12,500	\$0	\$37,500	\$0	(\$37,500)	0%	
Total Expenditures	\$24,875,439	\$28,617,000	\$7,364,100	\$5,582,397	\$21,532,700	\$17,931,025	(\$3,601,675)	63%	
Revenues Less Expenditures	\$3,122,207	\$0		\$685,361		\$1,592,548	\$1,056,573		

1) Food and Beverage tax proceeds are higher than budgeted due to increases experienced over originally budgeted levels for FY 04-05.

2) U.S. HUD revenues were lower than budgeted for the year due to delays in project starts and reimbursements processed.

3) State Grant revenues appear lower than budgeted due to unused funds being returned to the State recognized during the third quarter of FY 04-05.

4) Donation received in a lump sum amount during the First Quarter.

5) FRC repayment was lower than budgeted for the year due to delays in reimbursements from the agency.

6) Capital Reserve amount was the actual at the end of FY 03-04. recorded during the first Quarter of FY 04-05.

7) Interest earnings were lower than budgeted due to marginal interest rates.

8) Carryover was higher than budgeted as the Homeless Trust ended the previous fiscal year with a greater fund balance than projected, primarily due to the growth of the F&B Tax During FY 03-04.

9) Salaries and Fringes were lower than budgeted during the Second Quarter due to departmental attrition.

10) Other operating expenses were lower than budgeted due to project start up delays for certain U.S. HUD projects.

Departmental Quarterly Performance Report
Department Name: Miami Dade County Homeless Trust
Reporting Period: Third Quarter

Equity in pooled cash (for proprietary funds only)

Fund/Sub-Fund	FY 2004-2005 Actual Fund Balance	Projected at Year-End as of			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4
150/155	\$2,845,468	\$839,000	\$2,082,900	\$2,067,900	
150/150	\$276,740	\$276,740	\$415,300	\$415,300	
150/	\$0	\$0	\$365,800	\$365,800	
Total	\$3,122,207	\$1,115,740	\$2,864,000	\$2,849,000	\$0

Comments:

STATEMENT OF PROJECTION AND OUTLOOK

The Homeless Trust projects to be within authorized budgeted expenditures and projects that available revenues will exceed expenses at the end of the fiscal year for an approximate year end unrestricted carryover of \$2,067,900. This projected carryover will be budgeted in FY 05-06 in order to help fund transitional and permanent housing beds.

Notes and Issues:

This projection assumes a continued growth of the Food & Beverage Tax for a projected year end collection of approximately \$9,200,000. It is also assumed that no major un-budgeted repairs will be required at the Community Partnership For The Homeless (The Homeless Trust Private Sector Partner), Homeless Assistance Centers which the Trust would have to fund at a level of 80%.

DEPARTMENT DIRECTOR REVIEW

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

 Signature

Department Director

Date: _____